

Rep. Becerra with 2009 Summer interns in his Los Angeles office.

Internship opportunities are available to college students from throughout the country in Congressman Becerra's district office in Los Angeles, as well as his Capitol office in Washington, D.C. Although unpaid, interns walk away from their experience with a wealth of knowledge about how our nation's political system works.

Strong organizational skills and the ability to work as part of a team and under pressure are essential. Interns applying through a university/college sponsored program are preferred.

Summer internship positions require a full-time commitment, and are highly competitive.

To apply, simply fill out this <u>application form</u>, make sure to indicate which office you are applying to, sign it, print it, and send it to the <u>office</u> where you are applying to intern

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- Washington, D.C. internship applications are accepted on a rolling basis.
- The due date to apply for Los Angeles 2011 summer internships is *To Be Determined* (u sually in February).

Descriptions of internship duties in both offices are below:

Los Angeles (District Office)

Interns are given key roles in the following departments of Congressman Becerra's District Office:

- Constituent Casework helping constituents resolve problems with federal agencies such as Social Security, Veterans Affairs and Immigration.
- Field assist field deputies to address issues affecting residents of California's 31st Congressional District and represent the congressman at various community events and meetings.
- Legislative Research research, analyze and provide briefs on the status and content of various House bills. Assist the district staff to produce talking points for the Congressman on numerous local and federal issues.
- Constituent Outreach assist in planning and executing "Coffee with your Congressman" town hall meetings and other events throughout Los Angeles.
- Administrative support the district office's service to constituents by answering phones, fielding constituent inquiries, filing, mailing and sorting.

Washington, D.C. (Capitol Office)

Interns play an integral role in our congressional office and are offered an opportunity to learn important skills and will be exposed to an array of issues. This position's duties include:

- Administrative – answer phones, sort mail, enter constituent information into Capitol

Letters, and running errands.

- Legislative assist staff with researching and analyzing issues for the preparation of materials for hearings and amendments as well as speeches and/or talking points.
- Communications assist legislative and press staff in the drafting of constituent letters, Dear Colleagues, press releases, briefing memos, legislation, and floor statements for the Congressional Record.

More Internship Opportunities

- Congressional Hispanic Caucus Institute Internship & Dip & Samp; Fellowship
- Asian Pacific American Institute for Congressional Studies
- Congressional Black Caucus Foundation Fellows
- Hispanic Association of Colleges and Universities National Internship
- Minority Access Internship
- Morris K. Udall Foundation Native American Congressional Summer Internship
- Women's Research and Education Institute Congressional Fellowship